

**Richland Community Library
Regular Board Meeting Agenda
May 16, 2018**

Members Present: Chris Cupper, Tim Czerney, Anne Howley-O'Brien, Doug Jonas, Raenell Kent, Tom Krawczyk, Liz Walbridge

Members Absent: None

Others Present: Larry Williams

Call to Order: President Krawczyk called the meeting to order at 6:02 PM.

Approval/Amendment of Agenda: A motion was made to approve the agenda as amended. (Kent/Walbridge) The motion was approved.

Guests/Public Comment: Dan Carl, Bookkeeper; Barbara Miller. Mrs. Miller addressed the Board in regard to changing the minimum age at which a child can obtain a library card.

Presentation by Hannah Reuter: Ms. Reuter gave the Board an overview of the summer reading program and activities for area teens.

Action Item Capture: Ms. Walbridge will capture action items for this meeting.

Review/Approval of April 18, 2018 Regular Board Minutes, and May 10, 2018 Special Board Minutes: A motion was made to approve the minutes of April 18, 2018 as presented. (Howley-O'Brien/Walbridge) The motion was approved. A motion was made to approve the minutes of May 10, 2018 as presented. (Walbridge/Kent) The motion was approved.

Review of the Financial Reports: Mr. Jonas provided information and clarification on the most recent financial reports. A motion was made to accept the financial reports as presented. (Czerney/Kent) The financial reports were accepted.

Friends of the Library Report: The FOL recently sponsored a staff breakfast. Mr. Williams reported the staff was extremely appreciative of the breakfast and gift cards from the FOL.

Library Director's Report: The Interim Director reported operation of the Library is running smoothly. He also suggested revising the e-reader circulation policy to include launch pads so they may be checked out. Electronic Book Lending services were discussed.

Committee Reports:

- a. Budget and Finance: Doug Jonas, Chair: This committee met at the end of April and is beginning work on the budget for next year. They will next meet on May 30th.
- b. Personnel: Tom Krawczyk, Chair: The Board discussed the hiring of the next Director.
- c. Technology & Facilities: Liz Walbridge, Chair: A third bid has been received for updating the elevator. This is being further investigated as more questions arise. The committee

- will investigate how to make the stairs to the lower level more user friendly. A water leak in the mechanical room will be assessed to determine next steps in repair.
- d. Policy Committee: Chris Cupper, Chair: This committee met April 25th and May 1st ; they will meet again to continue the review and updating of all current policies.

Old Business: There is no report.

New Business:

- a. Review library circulation policy: The Policy Committee will review the circulation policy.
- b. Director Hiring Discussion: A motion was made to extend an offer of employment to Candidate #7, the terms of which shall be within parameters as set forth in the job posting. President Krawczyk is authorized to negotiate a salary/benefits package. (Kent/Howley-O'Brien) The motion was approved.
- c. A motion was made to change the next Board meeting owing to several member conflicts from June 20th to June 27th at 6:00 PM. (Czerney/Walbridge) The motion was approved.

Action Item Review: Ms. Walbridge reviewed action items from this meeting.

Adjournment: There being no further business before the Board, a motion was made to adjourn the meeting at 8:26 PM. (Kent/Cupper) The next meeting is scheduled for June 27, 2018 at 6:00 PM.

Respectfully submitted,

Tom Krawczyk, President

Chris Cupper, Secretary

Approved: June 20, 2018